

Minutes of the Finance Committee

Wednesday, February 3, 2016

Chair Heinrich called the meeting to order at 8:15 a.m.

Present: Supervisors Jim Heinrich, Duane Paulson, Richard Morris, Steve Whittow, Bill Zaborowski, and Eric Highum. **Absent:** Larry Nelson.

Also Present: Chief of Staff Mark Mader; County Board Candidates Darlene Johnson, Chuck Wood, and Michael Starich; Reporter Karen Pilarski of *The Freeman*, Jail Administrator Mike Giese, Senior Financial Analysts Steve Trimborn and Mark Yatchak, Administration Director Norm Cummings, Accounting Services Manager Larry Dahl, and Principal Assistant Corporation Counsel Erik Weidig. Recorded by Mary Pedersen, County Board Office.

Approve Minutes of January 20

MOTION: Paulson moved, second by Highum to approve the minutes of January 20. Motion carried 6-0.

Next Meeting Date

- February 17

State Legislative Update

Mader indicated the shoreland bill and a number of other bills have passed which should benefit Waukesha County.

Contract Procurement Process for Consulting Services for Needs Assessment of Video Visitation/Video Conferencing and Security System

Giese briefly explained the project and indicated the contract was awarded to Mead & Hunt, the highest rated proposer, for a total contract cost of \$51,600. The budgeted amount is \$55,000. Two vendors had submitted RFPs for consideration.

MOTON: Whittow moved, second by Zaborowski to approve the contract procurement process for consulting services for needs assessment of video visitation/video conferencing and security system. Motion carried 6-0.

Update on New Jobs Created from LevLoan (Leverage Loan) Program

Cummings discussed his report titled "LevLoan Job Creation (FTEs) as of 2/2016 (County Loan Portion \$50,000)" as outlined. Of the nine outside firms who received loans through the LevLoan Program, 110.5 and 154 jobs were created as of February 2015 and February 2016, respectively. A total of 74 new jobs had been estimated. Three companies (Mitchell Technical, United Tool, Inc., and ZZ Marketing) fell short of their jobs estimates. Cummings noted, however, this report does not include the number of jobs retained. Paulson suggested raising interest rates for those who fall short in their estimates. Cummings disagreed and this issue was briefly debated. He noted none of these companies are in default nor have they been late on any payments and the economy has benefitted because of them. Number of jobs created is not the only criteria needed to obtain a LevLoan. Cummings said this has been a very successful program.

Tarmann Fund Management and Use of Excess Funds

Cummings advised an ordinance will come forward for the next cycle limiting the fund balance of the Tarmann Fund to \$4 million. The fund balance as of December 31, 2015 was \$6.3 million. Under the new proposal, Cummings said excess funds can be used for those Parks & Land Use projects in the Capital Plan that have been adopted by the County Board. The \$4 million will be used for land purchases only. Excess funds will be put towards the 2016-2020 Capital Plan whereby reducing the amount to be borrowed – from \$12 million to \$11.5 million. Cummings distributed copies of “Walter J. Tarmann Fund Management and Use of Funds in Excess of \$4 Million Cap” which included information on background, proposed policy, changes in 2016, stewardship reimbursement revenue, fund balance cap, and land remaining for purchase. He noted State stewardship grants, landfill fees, and investment income make up the fund. Investment income going into the fund has been suspended while it is more than \$4 million. These funds will instead go into the Treasurer’s budget which reduces the tax levy. Cummings indicated this is a five-year program.

MOTION: Morris moved, second by Highum to adjourn at 9:07 a.m. Motion carried 6-0.

Respectfully submitted,

William J. Zaborowski
Secretary